

SLSQ Procedure

Purpose

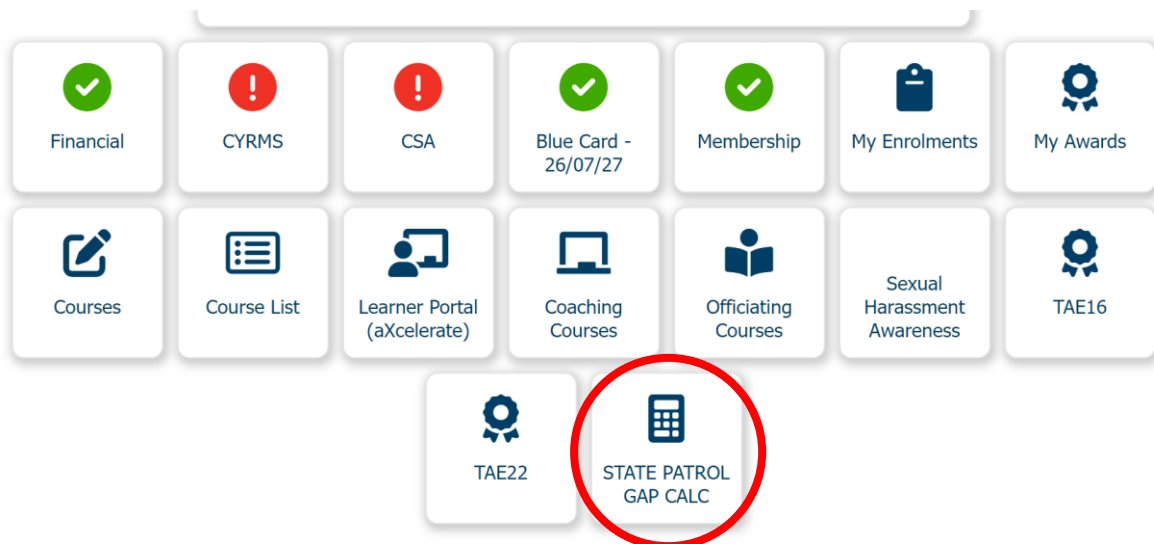
This procedure outlines the process of using the new Patrol Gap Calculator function found inside the SLSQ Hub, that is available to all Queensland Clubs, more specifically Club Captains, Presidents, Administrators & CTO's. The main goal of this new feature is to reduce the time it takes clubs to export data from Surfguard and ultimately assist clubs with patrol rostering efficiently.

Definitions

SLSQ	Surf Life Saving Queensland
PGC	Patrol Gap Calculator
CTO	Chief Training Officer

Procedure

1. Go to the [SLSQ Home Page](#) and select 'Members Area' in the right-hand side.
2. Scroll down the page and select 'SLSQ Education', which will take you to the SLSQ Hub. Your log in details for this are the same as your SLSA Members Portal.
3. Inside the SLSQ Hub, scroll down and you'll find a tile labelled 'Patrol Gap Calculator' (circled in red below).



4. Once in the calculator, you should be able to select your club, team & see all the awards (as per below).
 - ‘Select Club’ will drop down and allow you to select your club.
 - ‘Select Teams’ will drop down and allow you to select any teams that are in Surfguard.



State Patrol Gap Calculator

Select Club ▼

Select Team ▼

FAQ's

1. Will all volunteers have access to the PGC?
No, only Club Captains, Presidents, Administrators & CTO's.
2. Why would someone show up 'red' when a patrol group is selected?
The red means an award or module hasn't been completed. For example, if a member is rostered on but hasn't completed their CRYMS, it will be red and there won't be a tick in the box.
3. Why would someone show up 'yellow' when a patrol group is selected?
The yellow means an award is due to expire shortly or they are about to turn 18 & need to get their Blue Card and CRYMS + CSA done.
4. How early can clubs forward on details about volunteer Blue Card's for a member turning 18?
Blue Card applications can be submitted once the member is 17 years and 7 months (5 months prior to them turning 18).
5. Who should I contact if I have any questions about the PGC?
You should reach out to your relevant Lifesaving Services Coordinator.
6. What happens if a patrol team isn't showing up in the PGC?
Double check that all the club's patrols teams are entered correctly into Surfguard, because the information found in the PGC correlates to what is entered in Surfguard.